

**ADDENDUM #1
TO SPEC. 03-103**

**FOUNTAIN SOFT DRINK SERVICES &
SOFT DRINK VENDING SERVICES
FOR PARKS & RECREATION DEPARTMENT**

Addendum #1 to Spec. 03-103 for Fountain Soft Drink Services and Soft Drink Vending Services for Parks & Recreation Department, bids to be opened on Wednesday, April 16, 2003 at 12:00 noon.

Please replace the pages you received in the original specification with the attached pages.

The following changes are made on the specification:

- 4. Additional wording
- 5.2.1 Breaks down the machines by cans and bottles.
- 5.2.2 Change some of the number of machines.
- 5.2.3 Add location
- 5.2.4 New information

All other terms and conditions to remain unchanged.

Dated this 2nd day of April, 2003.

Purchasing Department

Vince M. Mejer, CPPO, C.P.M.
Purchasing Agent

standard ACORD CERTIFICATE OF INSURANCE form showing the specific limits of insurance coverage required, and showing the City as an additional insured as pertains to the performance of services under the agreement.

- 3.2.7 Such certificate of insurance shall specifically state that insurance policies are to be endorsed to require the insurer to provide the City thirty (30) days notice of cancellation, non-renewal or any material reduction of insurance coverage.

4. **REQUIREMENTS FOR PART A: FOUNTAIN SOFT DRINK EQUIPMENT AND SUPPLIES AT STAR CITY SHORES AQUATIC CENTER, (Also Ballard and Woods once new buildings open after 2003 season)**

- 4.1 Dispensing equipment to be supplied by contractor at no cost to the City:
 - 4.1.1 Two (2) eight (8) head fountain dispenser
 - 4.1.2 Metered flow, automatic valve
 - 4.1.4 CO₂ dispenser, plus large single cylinder tank at concession building.
- 4.2 Products to be purchased from contractor by City:
 - 4.2.1 Full-line soft drink syrups, fruit drink syrups, iced tea, etc., packaged in standard size bags/box containers.
 - 4.2.2 Wax-coated paper cups: 12 oz., 16 oz, and 20 oz.
 - 4.2.3 Lids sized appropriate for cups.
 - 4.2.4 CO₂ refills
 - 4.2.5 Cylinder deposit, if required.
- 4.3 Delivery requirements:
 - 4.3.1 Contractor shall be responsible for re-stocking items before noon of each day for delivery.
 - 4.3.2 Contractor must be able to make additional deliveries on an as-needed basis within twenty-four (24) hours of notification by City.
 - 4.3.3 No out-dated products will be accepted.
 - 4.3.4 Spoiled/damaged products will be returned for full credit.

5. **REQUIREMENTS FOR PART B: SOFT DRINK VENDING SERVICES AT VARIOUS PARKS AND RECREATION LOCATIONS**

- 5.1 Equipment Specifications:
 - 5.1.1 Soft drink vending machines shall dispense not less than five (5) selections, one of which shall be a major brand such as "Coca-Cola, "Pepsi-Cola", "Seven-Up", or "RC Cola".
 - 5.1.2 Machines shall have a capacity of not less than four hundred (400) 12 oz. soft drink cans or three hundred (300) 20 oz. plastic twist-cap bottles.
 - 5.1.3 Machines shall be self-contained.
 - 5.1.4 Machines installed at recreation centers and swimming pools shall be equipped with dollar bill changers.
 - 5.1.5 City will furnish all electricity used for these operations.
 - 5.1.6 Contractor shall furnish all materials, supplies and labor required in the operation of the agreement at his own expense.
- 5.2 Soft drink vending machines shall be provided by the contractor at the following locations:

5.2.1

Locations listed below shall require machines twelve (12) months per year:

LOCATION	ADDRESS	# MACHINES	
		Cans	Bottles
"F" Street Center	1225 "F" Street	1	1
Easterday Center	6130 Adams Street	-	1
Air Park West Center	3720 N.W. 46th Street	-	1
Auld Recreation Center	3140 Sumner Street	1	-
Irving Recreation Center	2010 Van Dorn Street	-	2
Calvert Recreation Center	4500 Stockwell Street	1	1
Belmont Recreation Center	14th & Judson	1	1
Parks & Rec. Admin. Office	2740 "A" Street	1	-
Central District Shop	244 S 21	1	-
Carpentry Maintenance Shop	240 S 21	1	-
South District Shop	6400 Normal Blvd.	1	-
Southwest District Shop	3201 S Coddington	1	-
Indoor Playground	1300 S 27	1	1
Northeast District Shop	5045 Colby	1	-
Northwest District Shop	3130 N 5	1	-
Highlands Golf Maint. Shop	5501 NW 12	1	-
Holmes Golf Maint. Shop	6300 Pioneers Blvd.	1	-
Mahoney Golf Maint. Shop	7900 Adams St.	1	-
Pioneers Golf Maint. Shop	Pioneers Park	1	-

5.2.2

Locations listed below shall require machines from May 15 through August 31 of each year:

<u>LOCATION</u>	<u>ADDRESS</u>	<u># MACHINES</u> (Bottles)
Meadow Hts Centennial Pool	900 W Avon Lane	1
Irvingdale Pool	19th and Van Dorn Sts.	2
Ballard Pool	3901 N. 66 th St.	0
Belmont Pool	12th and Manatt Sts.	2
Eden Pool	46th & Antelope Creek Rd.	2
Highlands Pool	5503 NW 12 th St.	4
University Place Pool	4900 Lexington St.	6
Arnold Heights Pool	4000 N.W. 46th Street	1
Kuklin (Antelope) Pool	2300 N St.	1
*Woods Pool Bath House	33rd and J Sts.	3
Star City Shores	4375 S. 33 rd Ct.	5

****Summer of 2003 only then fountain set-up in new building.***

5.2.3

Locations listed below shall require machines from May 1 through October 1 of each year:

<u>LOCATION</u>	<u>ADDRESS</u>	<u># MACHINES</u> (Bottles)
Densmore Park	6601 So. 14th	1
Holmes Park Softball	S. 70 th & Holmes Park Rd.	2
Pioneers Park Concession	Pioneers Park	2
Sawyer Snell Softball	1 st and South St.	1
Bethany Park	65 th and Vine	1
Lewis Softball Complex	244 So. 21 st St.	2
Ballard Field	3901 N. 66 th St.	1
<i>Antelope Playground</i>	<i>30th & A St.</i>	2

5.2.4 Should it prove not to be economical to provide the number machines listed for each location, the contractor shall advise the City and discuss options available to the City.

- 5.3 Servicing of machines with soft drinks and related equipment repair service shall be of the same quality offered to the retail segment of trade.
- 5.3.1 Machines damaged by vandalism, accident, or natural occurrences shall be replaced at contractor's expense within twenty-four (24) hours of notification.
- 5.4 Hours of operation shall be those during which the facilities are open to the public.
- 5.4.1 In the event there are private parties after normal closing hours in the evening, the contractor shall be required to service the machines at the request of the respective pool or recreation center supervisor.
- 5.5 Machines shall be located within or about the specified building at the direction of the supervisor in charge of the facility.
- 5.5.1 All machines must be anchored to prevent tipping.
- 5.5.2 Machines located at swimming pools may be stored inside or outside, depending on the facilities.
- 5.6 Contractor shall provide soft drink vending services strictly in compliance with all the ordinances of the City and laws of the State of Nebraska, now and hereafter in effect during the term of this agreement.
- 5.7 Bidders shall indicate of the attached proposal form the percentage of gross revenue derived from such soft drink vending services to be paid to the City.
- 5.7.1 Calculations shall be based on gross revenue receipts prior to payment of sales tax.
- 5.8 Payments shall be made to the City monthly, on or before the fifteenth (15th) day of each month for the preceding calendar month.
- 5.8.1 Any balance remaining unpaid upon termination of this agreement shall be paid within fifteen (15) days after date of such termination.
- 5.8.2 An additional ten (10%) percent per month late fee will be applied to any late payments not received by the fifteenth (15th) day of any month.
- 5.8.3 Monthly payments shall be delivered to Parks and Recreation Department, 2740 A St., Lincoln, NE.
- 5.8.4 Monthly payments can be made as one lump sum covering all locations.
- 5.8.4.1 Such lump sum payments must be accompanied by a statement showing gross revenue of each location.
- 5.8.5 The City may inspect the financial records of the contractor as pertains to this agreement at any time.
- 5.8.6 Successful firm shall supply on and annual basis a report per location showing gross sales .

FOR PART C: PROMOTIONAL AND SPONSORSHIPS OF VARIOUS PARKS & RECREATION PROGRAMS AND ACTIVITIES

- 6.1 The Parks and Recreation Department conducts the following special events and programs for which promotional assistance and co-sponsorship by the proposer is desired:
- 6.1.1 Six (6) Night Splash pool parties.
- 6.1.2 Two (2) special events for season opening at Star City Shores.
- 6.1.3 Special Events At Highlands, University Place and Star city Shores pools
- 6.1.4 750 games per season at Densmore Park (scoreboard).